



City of Rowlett

Meeting Minutes

City Council

4000 Main Street
Rowlett, TX 75088
www.rowlett.com

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Tuesday, February 5, 2013

5:30 P.M.

Municipal Building – 4000 Main Street

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

Present: Mayor Pro Tem Phillips, Deputy Mayor Pro Tem Gallops, Councilmember Davis, Councilmember Pankratz, Councilmember Miller and Councilmember Kilgore

Absent: Mayor Gottel

1. CALL TO ORDER

Mayor Pro Tem Phillips called the meeting to order at 5:30 p.m.

2. EXECUTIVE SESSION (5:30 P.M.)

Convened into Executive Session at 5:30 p.m.

2A. The City Council shall convene into Executive Session pursuant to the TEXAS LOCAL GOVERNMENT CODE, §551.074(a)(1), Personnel, to deliberate the performance evaluation of the Municipal Judges. (30 minutes)

2B. The City Council shall convene into Executive Session pursuant to the TEXAS GOVERNMENT CODE, §551.071 (Consultation with Attorney) and §551.087 (Economic Development) to seek legal advice and to discuss a potential Economic Development Incentive Agreement and resolution with Rowlett 2013 Senior Community LP located in the 5500 block of Old Rowlett Road. (20 minutes)

- 2C. The City Council shall convene into Executive Session pursuant to the TEXAS GOVERNMENT CODE, §551.071 (Consultation with Attorney) to receive legal advice and consultation from the City Attorney regarding ambulance billing services contracts. (15 minutes)

Reconvened into the Work Session at 6:26 p.m.

3. WORK SESSION ITEMS

- 3A. Discuss a resolution authorizing the City Manager to enter into an agreement with Kimley-Horn and Associates for work associated with the North Central Texas Council of Government (NCTCOG) Downtown Sustainability Grant. (30 minutes)

Erin Jones, Director of Planning and Zoning, gave a brief background of this item. Stated staff has been provided with written documentation from NCTCOG authorizing a notice to proceed to design. It is estimated that it will take approximately six months to begin construction taking into consideration the design, NCTCOG review, and bidding process. Spoke regarding the eligible and ineligible items allowed within the City owned right-of-way or easements.

A member of Council questioned staff regarding the amount of City owned acreage that will be available for development. Staff responded approximately two acres.

Another member of Council questioned the City Attorney regarding the proposed agreement.

- 3B. Update on 83rd Texas Legislative Session. (15 minutes)

Brian Funderburk, Assistant City Manager, spoke regarding this item. Spoke regarding Rowlett Legislative Days scheduled for February 11-12, when a contingency of City staff, Councilmembers, and members of the Rowlett Chamber of Commerce will visit with Rowlett's State elected officials. Stated the City is preparing a flyer to better acquaint our legislators with the City and our legislative priorities. Spoke regarding key priorities that were identified from the December 4, 2012, Council Meeting.

Asked the Council if they were interested in supporting a bill, which will be submitted by State Representative Rafael Anchia, that would require toll authorities to reimburse local governments for the value of services provided to help toll roads operate safely.

It was the consensus of Council to support such a bill.

- 3C. Discuss a resolution approving Task Authorization #3-FNI to the Agreement for Professional Services with Freese and Nichols, Inc. in the amount of \$638,600.00 for the engineering design of the Upper Pressure Plane Improvements to the existing Rowlett Road Pump Station, design of a new pump station for the Lower Pressure Plane, design of a 24-inch water transmission line

from the new station to the Castle Road and Merritt Road intersection and authorizing the Mayor to execute the necessary documents for said services. (20 minutes)

This item was presented during the Consent Agenda (Item 7L) portion of the meeting.

- 3D. Discuss a resolution authorizing purchase orders for emergency repairs to the Westside Lift Station 36-inch force main to Tri-Con Services, Inc. in an amount not to exceed \$225,000.00 for said services; and authorizing the City Manager to issue purchase orders for said services. (10 minutes)

This item was presented during the Consent Agenda (Item 7M) portion of the meeting.

4. **DISCUSS CONSENT AGENDA ITEMS**

Items 7L and 7M were removed from the Consent Agenda to be considered individually.

RECEPTION FOR COUNCILMEMBER DAVIS

CONVENE INTO THE COUNCIL CHAMBERS (7:30 P.M.)

Convene into the Council Chambers at 7:30 p.m.

INVOCATION

The invocation was led by Pastor Kurt Horting, Still Water Community Church.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Pro Tem Phillips.

TEXAS PLEDGE OF ALLEGIANCE

The Texas Pledge of Allegiance was led by Mayor Pro Tem Phillips.

5. **PRESENTATIONS AND PROCLAMATIONS**

- 5A. Presentation of Let's Play Park Maintenance Grant from Dr. Pepper/Snapple Group.

Councilmember Davis spoke regarding the City's park system. She noted the various awards the Parks Department has received.

Greg Artkop, Dr. Pepper's Vice President of Corporate Communications, presented a grant to the City in the amount of \$3,000 to Jermel Stevenson, Director of Parks and Recreation.

5B. Hear presentation of the Monthly Financial report for the period ending December 31, 2012.

Alan Guard, Director of Financial Services, gave a presentation regarding the Monthly Financial report for the period ending December 31, 2012. Spoke regarding Revenues, Sales Taxes; Property Taxes; Water Fees; Sewer Fees; Expenditures and various Funds.

Mr. Guard spoke in more detail regarding Special Revenue Funds including the Impact Fee Fund, the Court Security Fund, and the Employee Health Benefits Fund.

5C. Recognition of service, presentation and personal remarks from City Councilmember Place Two, Donna Davis.

Councilmember Davis was recognized for her service and received an appreciation plaque. Councilmember Davis thanked the citizens for their support and spoke as to how well the Council works together.

Councilmember Davis left the meeting following this item.

5D. Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interests.

Mayor Pro Tem Phillips gave a brief update to the Council on the various activities in the City including the next Planning and Zoning Commission meetings will be held on Tuesday, February 12th and 26th; the next City Council meetings will be held on Tuesday, February 19th and March 5th, as well as a Joint Meeting with the Charter Review Commission to be held on Wednesday, February 13th; the deadline to apply for a place on the 2013 ballot will be Friday, March 1st; the Rowlett Citizens Police Academy Spring Session will begin Thursday, February 28th, please register between February 7th and February 18th; the next Community Emergency Response Team (CERT) Class will be held on Saturday, February 16th and February 23rd beginning at 8:00 a.m.; a Low Cost Animal Vaccination Clinic will be held at the Animal Shelter on Saturday, February 9th and 23rd beginning at 2:00 p.m.; the Rowlett Library will host Senior Computer Classes on February 5-7 beginning at 8:30 a.m., Tech Ed will present Online Picture Sharing on Tuesday, February 5th beginning at 6:30 p.m., Saturday Crafts will be held on Saturday, February 9th beginning at 10:30 a.m., the I Love My Library event will be held on Saturday, February 9th beginning at 2 p.m., the week of February 11-16 will be Food for Fines Week at the Library, the Library Open House will be held on Monday, February 11th beginning at

6:30 p.m., a Celebrating Black History Month event will be held Saturday, February 16th beginning at 2 p.m.; and the Spring Lakeside Leisure is now available.

6. CITIZENS' INPUT

No one spoke during Citizens' Input.

7. CONSENT AGENDA

Items 7L and 7M were removed from the Consent Agenda to be considered individually.

The City Secretary read the items into the record.

7A. Consider approving minutes from the January 15, 2013, City Council Regular Meeting.

This item was approved on the Consent Agenda.

7B. Consider a resolution approving an Interlocal Agreement between the City of Rowlett and Rockwall County establishing Rowlett's subdivision plat approval authority over Rowlett's extra-territorial jurisdiction in Rockwall County.

This item was approved as RES-003-13 on the Consent Agenda.

7C. Consider action to approve a resolution exercising the second of four one-year renewal options for Section I mowing services to 3-D Mowing Services in the unit amounts bid with an estimated annual amount of \$65,000 for the Community Services Code Enforcement Division.

This item was approved as RES-004-13 on the Consent Agenda.

7D. Consider action to approve a resolution exercising the first of four one-year renewal options for Section II mowing services to Carruthers Landscape Management in the unit amounts bid with an estimated annual amount of \$104,945 for the Parks and Recreation Department.

This item was approved as RES-005-13 on the Consent Agenda.

7E. Consider action to approve a resolution exercising the third of four one-year renewal options for Section III mowing services to Carruthers Landscape Management, Incorporated in the unit

amounts bid with an estimated annual amount of \$131,000.10 for the Parks and Recreation Department.

This item was approved as RES-006-13 on the Consent Agenda.

- 7F. Consider action to approve a resolution exercising the second of four one-year renewal options for Section IV mowing services to The Teter Group, Incorporated in the unit amounts bid with an estimated annual amount of \$120,831.80 for the Parks and Recreation Department.

This item was approved as RES-007-13 on the Consent Agenda.

- 7G. Consider action to approve a resolution exercising the second of four one-year renewal options for Section V mowing services to 3-D Mowing Services in the unit amounts bid with an estimated annual amount of \$9,420 for the Water and Wastewater Departments.

This item was approved as RES-008-13 on the Consent Agenda.

- 7H. Consider a resolution authorizing the City Manager to enter into an agreement with Kimley-Horn and Associates for work associated with the North Central Texas Council of Government (NCTCOG) Downtown Sustainability Grant.

This item was approved as RES-009-13 on the Consent Agenda.

- 7I. Consider a resolution approving alternative building materials for garage conversion for a single family home located at 3506 Larkin Lane, being Lot 18, Block 3 of the Chandler Park 4 Addition to the City of Rowlett, Dallas County, Texas.

This item was approved as RES-010-13 on the Consent Agenda.

- 7J. Consider a resolution approving Change Order Number 3 to the contract with RKM Utility Services, Incorporated in the amount of \$102,930.30 for the reconstruction of four additional alleys and authorizing the Mayor to execute such change order.

This item was approved as RES-011-13 on the Consent Agenda.

- 7K. Consider a resolution authorizing final acceptance of an access, water, sewer, and drainage easement associated with 5000 Lakeview Parkway, being an unplatted 0.91 acre portion of Tract 14.1, Page 886 from the Thomas Lumley Survey Abstract No 789, Dallas County, Texas further described as Discount Tire.

This item was approved as RES-012-13 on the Consent Agenda.

- 7L.** Consider a resolution approving Task Authorization #3-FNI to the Agreement for Professional Services with Freese and Nichols, Inc. in the amount of \$638,600.00 for the engineering design of the Upper Pressure Plane Improvements to the existing Rowlett Road Pump Station, design of a new pump station for the Lower Pressure Plane, design of a 24-inch water transmission line from the new station to the Castle Road and Merritt Road intersection and authorizing the Mayor to execute the necessary documents for said services.

Mayor Pro Tem Phillips read the item into the record.

This item was removed from the Consent Agenda to be considered individually.

A brief presentation was presented by Tom Harris, Interim City Engineer and Scott Cole, Freese and Nichols.

A motion was made by Deputy Mayor Pro Tem Gallops, seconded by Councilmember Miller, to approve the item as read. The motion carried by a unanimous vote of those members present. This item was approved as RES-013-13.

- 7M.** Consider a resolution authorizing purchase orders for emergency repairs to the Westside Lift Station 36-inch force main to Tri-Con Services, Inc. in an amount not to exceed \$225,000.00 for said services; and authorizing the City Manager to issue purchase orders for said services.

Mayor Pro Tem Phillips read the item into the record.

This item was removed from the Consent Agenda to be considered individually.

A brief presentation was presented by Tom Harris, Interim City Engineer.

A motion was made by Deputy Mayor Pro Tem Gallops, seconded by Councilmember Pankratz, to approve the item as read. The motion carried by a unanimous vote of those members present. This item was approved as RES-014-13.

Passed The Consent Agenda

A motion was made by Deputy Mayor Pro Tem Gallops, seconded by Councilmember Kilgore, including all the preceding items marked as having been approved on the Consent Agenda. The motion carried by a unanimous vote of those members present.

8. ITEMS FOR INDIVIDUAL CONSIDERATION


There were no items for Individual Consideration.

TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS

No actions were taken following the Executive Session items.

9. ADJOURNMENT

Mayor Pro Tem Phillips adjourned the meeting at 8:34 p.m.



Doug Phillips, Mayor Pro Tem



Laura Hallmark, City Secretary

Date Approved: February 19, 2013